

[NOTE to school district officials: This Notice should be on your district's letterhead.]

\_\_\_\_\_  
(Date of Notice)

TO: The parents or guardians of \_\_\_\_\_  
(Student's Name)

Because your child was the victim of a violent criminal offense\* at school on or about  
\_\_\_\_\_ your child may transfer to another attendance center within  
(Date)

this school district. Enclosed is a list of other attendance centers with your child's grade level.

<p>*For purposes of this notice, a violent criminal offense is a forcible felony, physical assault other than simple assault, sexual assault, or extortion. This notice is sent to you under Iowa's Unsafe School Choice Option rules, 281--Iowa Administrative Code 11.4.</p>
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Please fill out the bottom of this form and return it within fourteen (14) days of the date at the top  
of this notice to \_\_\_\_\_  
(Name of School Official)

at \_\_\_\_\_  
(Street Address)

or by faxing to \_\_\_\_\_. If you have any questions, call the above-named  
(Fax #)

administrator at \_\_\_\_\_  
(Phone #)

-----RETURN BOTTOM PORTION -----

**Request for Transfer under Iowa's Unsafe School Choice Option Rules**

Name of student: \_\_\_\_\_

Name of parent or guardian: \_\_\_\_\_

Present attendance center: \_\_\_\_\_

I want my child to transfer to the following attendance center: \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent or Guardian